

Trumbull Emergency Medical Service
Commission Meeting
September 28, 2010

Present: Vi Watson, Joseph Rodriguez, John Butkus, Philip Lukianuk, Barbara Crandall, Michael DelVecchio

Absent: Dominick Rutigliano, Shelley Ralsten

The meeting was called to order at 7:04pm. Minutes of August 24, 2010 were read by Joseph Rodriguez. Motion was made to accept the minutes with the correction of the transposed date on the first page by Joseph. Rodriguez. Seconded by Philip Lukianuk and approved unanimously.

Commissioner's Reports

Joseph Rodriguez noted the TEMS Association is conducting an on-line survey regarding a holiday party to be held in early December. John Butkus and Philip Lukianuk had no reports.

Chairman's Report

Vi Watson had no report.

Chief of Service Report

Report distributed prior to meeting. Michael DelVecchio updated the Commission on the new 905. Purchase orders have been cut for the vehicle and detailing. Finance will be contacted regarding the radios as they take approximately 4-6 weeks for delivery. Mike has been in contact with Tom Baldwin regarding the record keeping for vehicle maintenance.

Barbara Crandall reported on her meeting with Barry Barkinsky at JHPC. Development of two policies regarding dispatching was discussed. It was agreed to write a policy for the dispatching of 905 to all calls lights and sirens. At this time, the Commission felt a policy for priority dispatching should not be written due to liability issues. Barbara also noted that the narcotics log book issue will be addressed to Danbury Ambulance.

Mutual aid contracts are being written by Attorney Ed Walsh. A meeting is scheduled for 9/29 to review the proposed agreements.

It was noted Bay 1 garage door opener's motor needs to be replaced at a cost of \$775.00. The cascade system has been received. The town has been contacted for recommendations for its installation.

Paid staff was discussed. Three/four additional staff is being hired and will be on the schedule as soon as the town processes the paperwork. Schedule for the month of October was discussed.

Discussion was held regarding lift assists and priority calls. This discussion will be continued at a later meeting.

Old Business

Paramedic contract was reviewed for final approval. Two small changes were made. This agreement will be given to the town attorney for review. The current contract expires June 30, 2011. Bids for the new contract must be done October/November in order to have numbers available for input into the 2011-2012 budget. Final preparations will be made and it will be given to the town for the RFP. Qualifications and requirements will be written and submitted.

Continued review of policy and procedure manual started with Section 2 Personnel. Considerable discussion regarding the uniform policy revision was held. This new policy will be published ahead of the entire manual ASAP.

Adjournment

There being no further business, the meeting was adjourned at 9:49pm.

Respectfully submitted,

Barbara Crandall
Administrative Assistant

The above minutes are considered a draft until they are approved at the next meeting of the TEMS Commission.